

CITY OF BRAZIL PARKS & RECREATION BOARD
FEBRUARY 7, 2007

- President Ruthann Jeffries called the meeting to order at 7 p.m.
- Minutes were read, and one mistake was noted. Jim Harrison of IKR should be Jim Harris. With the correction, the minutes were approved.

- Treasurer's Report—Linda Messmer

Non-reverting Fund

Beginning Balance, January 1, 2007.....	\$17,319.11
Revenue (Pepsi).....	\$593.77
Disbursements.....	(00.00)
CYL Allocation.....	<u>(\$500.00)</u>
Ending Balance, January 31, 2007.....	\$17,412.88

Park Fund

Beginning Balance, January 1, 2007.....	(\$56,774.06)
Revenue.....	\$72,317.58
Disbursements.....	<u>(\$7,489.65)</u>
Ending Balance, January 31, 2007.....	\$8,053.87

There was a discussion concerning matching the paid bills in the report with those on the encumbrance list. After reviewing the encumbrance list, it was determined that no bills were outstanding for both funds.

- Superintendent's Report—Bill Houck
 - Mr. Houck handed to the Board a Forest Park map with the numbered shelters highlighted.
 - General maintenance has continued.
 - The "bench-building" is progressing well.
 - A battery was purchased for the tractor.
 - Park entrances and sidewalks have been cleared.
 - Community service workers have been doing a fine job with various tasks.
- Ruthann Jeffries and Caroline McCullough met with the Christmas in the Park Committee discussing concerns the Board had with the event. Mrs. Jeffries made and shared changes in the CIP contract. These changes were discussed with the CIP Committee and the Board. The contract will be sent for CIP signature.
- Mayor Arthur told Mrs. Jeffries that contracts do not have to be signed in a public meeting. Therefore, Mrs. Jeffries, when sending out contracts, will give the contract holders a choice—signing and sending back the contract or come to the April meeting for a public signing.

- Mrs. Jeffries will compile a list of contracts and dates that the liability insurance document is due. Contract holders will be reminded at signing that they are responsible for getting the insurance documents to the Board at the proper time.
- City attorney, Rick Wyndham, helped to draw up the carting contract with IKR. Mr. Harris promptly returned the signed contract with a \$600 damage deposit check. This check will be deposited in the Non-reverting Fund. After the event, any damages will be paid and if all or any of this \$600 is not used, it will stay in the Non-reverting Fund for the park's use. Also, Mr. Houck will be available for the inspection at the end of the race on Sunday, May 20.
- The Pepsi donation (noted on Treasurer's Report) was late in arriving and after the closure of 2006 business; therefore it was deposited in the Non-reverting Fund.
- During discussion of spending the Non-reverting Fund money, it was determined new lights in the pavilion and pea gravel were maintenance issues. However, building a playground for toddlers (1-3 yrs.) at Forest Park sparked the interest of the Board. Plans were made to peruse catalogs and to call in playground equipment representatives.
- The meeting was adjourned at 8:22 p.m.

Respectfully submitted,



Caroline McCullough, Secretary